

Train-to-Career CAREER EXPLORATION PACKET

This information is to be completed by the **PROGRAM PARTICIPANT** within 2 weeks of the program application date.

PROGRAM PARTICIPANT NAME	
CAREER/OCCUPATIONAL GOAL	
CAREER RESEARCH <i>(Adapted from MnCareers Facilitator Guide 2013)</i>	
Description of the occupation including main duties and responsibilities.	
What are the education and training requirements for the occupation?	
List other required qualifications such as licensing, certifications, etc.	
What schools/training institutions offer training for this occupation?	
What is the average cost for training in this occupation?	
What is the average wage or salary for this occupation?	
What is the employment outlook for this occupation? What percentage of growth is there in this field?	
List the places and work environments where people in this occupation might work.	
What are the opportunities for advancement?	
List other occupations that are similar or related.	
List companies that are currently hiring in this field.	
Why does this occupation interest you?	
List at least 2 resources (<i>book, magazine, website, person, or employer</i>) you have used to gather this research information?	

CAREER INFORMATIONAL INTERVIEW

(From MnCareers Facilitator Guide 2013)

Select someone working in the career/occupation you are interested in to interview in person or on the phone. Spend some time talking with the individual and gathering information about his or her career and the occupation. Suggested questions are listed below. You can add questions related to your interests and concerns.

1. How long have you worked in this occupation?
2. What other types of jobs did you have before?
3. In this job, do you mainly work with people, data, things or ideas?
4. What do you like most about your job?
5. What are the most frequently recurring problems on your job?
6. How did you get started in this line of work?
7. What type of training is needed for this occupation today?
8. What type of technology do you use? (computer hardware, software, etc.)
9. What changes have you seen in the past few years that affect this career path?
10. What personal qualities do you feel are needed to succeed in this career path?
- 11.
- 12.
- 13.
- 14.
- 15.